

**Minutes of the
Meeting of the Chippewa Falls Public Library Board of Trustees
February 18, 2013**

Meeting on February 13 2013 cancelled due to lack of quorum.

Members Present: Miller; Peterson

Members Absent: Hicks; Hoekstra; Nebelsiek; Russell

Others Present: Director Virginia Roberts

The meeting was rescheduled for February 18, 2013.

1. Call to Order

Meeting was called to order by President Stacey Miller at 5:15 PM.

2. Roll Call of Members

Members Present: Hicks; Hoekstra; Miller; Peterson; Russell

Members Absent: Nebelsiek

Others Present: Director Virginia Roberts; Confidential Administrative Assistant Amanda Zuege

3. Approval of Agenda

Motion by Russell, seconded by Peterson to approve the agenda. All present voting Aye. Motion carried.

4. Disposition of Minutes of Regular Meeting of January 9, 2013 Board Meeting

Motion by Hoekstra, seconded by Hicks to approve the minutes of the regular meeting of the library board held January 9, 2013. All present voting Aye. Motion carried.

5. Disposition of the Vouchers to be Paid from the 2012 Budget on February 20, 2013

Motion by Hoekstra, seconded by Russell to approve payment of February vouchers from the 2012 budget. All present voting Aye. Motion carried.

6. Disposition of the Vouchers to be Paid from the 2013 Budget on February 20, 2013

Motion by Hoekstra, seconded by Russell to approve payment of February vouchers from the 2013 budget. All present voting Aye. Motion carried.

7. Public Appearances

None

8. Correspondence

None

9. Management Report

Some shelving units were replaced. Per Mar inspected our fire alarms. An estimate for the mesh blinds was received. Old computer equipment was donated to the Boys and

Girls Club. The library had some old DVD cases and those have been taken care of. The William Shakespeare event went well. School closings and some scheduling changes, made things interesting. All in all, the library received some good public relations.

10. Committee Reports

None

11. Current Business

a) 2013 Wages

The board reviewed the contract for 2013 Wages. Motion by Hoekstra, seconded by Russell to approve the 2013 Wages contract. All present voting aye by both voice and roll call. Motion carried.

b) Review of Chippewa Falls Public Library first draft Strategic Long-Range Plan 2013-18 Sections 1, 2, 4, and 5

- i) Pew internet study - Library services in the Digital age.
- ii) IFLS Staff Trends and the Strategic Plan
- iii) Other reports

The board reviewed the draft for the Strategic Long-Range Plan 2013-18.

c) Blinds

An estimate was received for some mesh blind for the new windows that were installed in the library. Motion by Russell, seconded by Hicks to approve ordering the mesh blinds from the Furnishings and Interior account as long as there is a warranty included with a minimum of 24 months. All present voting Aye. Motion carried.

d) Staff Professional Conference for 2013

Director Roberts discussed the conferences that she and staff would like to attend for the year.

e) Cleaning HVAC ductwork and vents estimate

The estimate for cleaning the HVAC ductwork and vents was reviewed.

f) Endowment Fund

A small discussion took place determining if the Endowment Fund should be distributed or rolled-over. A Motion was made by Hoekstra, and seconded by Peterson to roll over the Endowment Fund . All present voting Aye. Motion carried.

12. Announcements

None

13. Items for future consideration

a) Additions or changes to Chippewa Falls Public Library first draft Strategic Long-Range Plan 2013-18 Sections 1, 2, 4, and 5

14. Adjournment

Motion by Russell, seconded by Peterson to adjourn.
All present voting Aye. Motion carried.

Meeting adjourned at 6:35 PM.

Respectfully Submitted,
Amanda Zuege, Confidential Administrative Assistant